



Southwest Utah Department of Workforce Services Workshop Information

Workshops: Open to the General Public

Resume Writing: Designed to help job seekers develop a complete, professional resume, a complete reference list and a cover letter and to assist them in understanding job connection resources available for creating a resume.

Repackaging Your Skills: Designed to help job seekers identify transferable skills and effectively demonstrate those skills to employers in their job search.

Job Search With Technology: Learn tools & tips to navigate a successful online job search, including use of electronic job boards, online applications, & sending/posting resumes. (Basic computer skills required).

Interview Skills: Strategize ways to gain an EDGE in the interview process. Learn to be confident in an interview, research employers, market skills, and answer questions to enhance interview effectiveness. Customers must pre-register and arrive on time.

Networking Strategies: (Cedar City Employment Center Only)
80% of jobs are found by Networking! Learn how to design/implement a strategic network and use techniques to find opportunities in the traditional and "hidden" job market

DWS Computer Basics: (St George & Cedar City)
Participants will learn basic computer skills, register on jobs.utah.gov, and learn how to navigate the internet, create an email account and learn basic email skills.

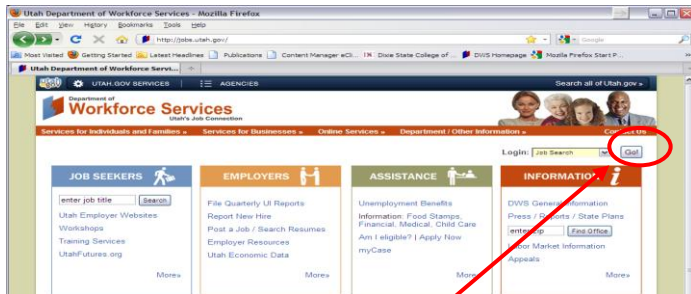


Call Local Employment Center for additional
information or register online at jobs.utah.gov

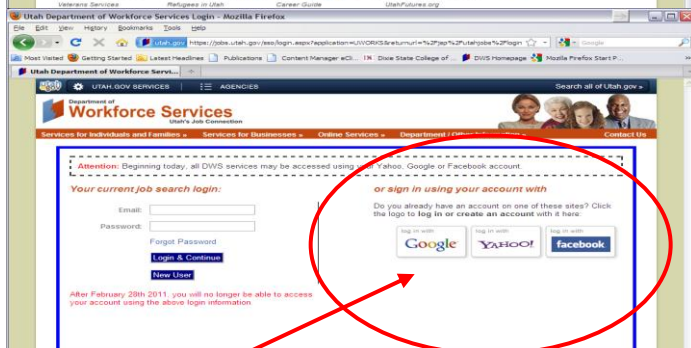
St George Employment Center	1-435-986-3557
Cedar City Employment Center	1-435-865-6530
Kanab Employment Center	1-435-644-8910
Beaver Employment Center	1-435-438-3580
Panguitch Employment Center	1-435-676-1410

Register ONLINE for FREE Job-Seeking Workshops

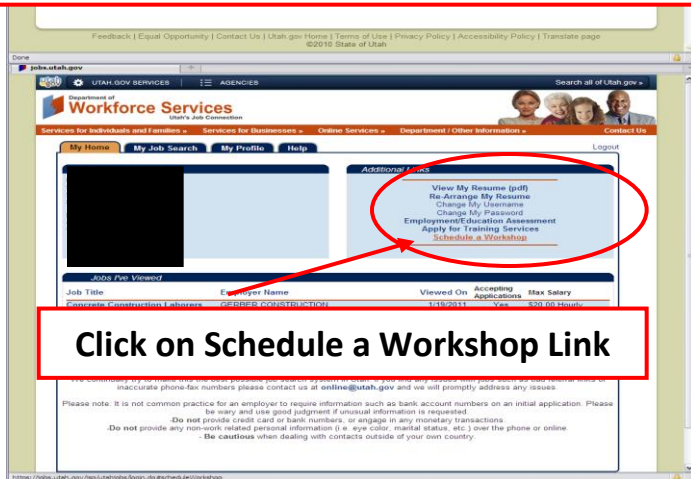
To register for a FREE Workshop online, complete the following steps:



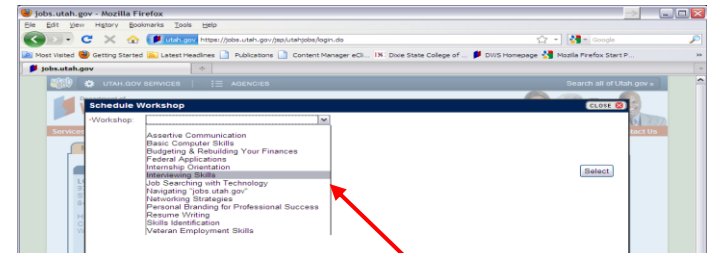
Click GO to Login or Register to your Job



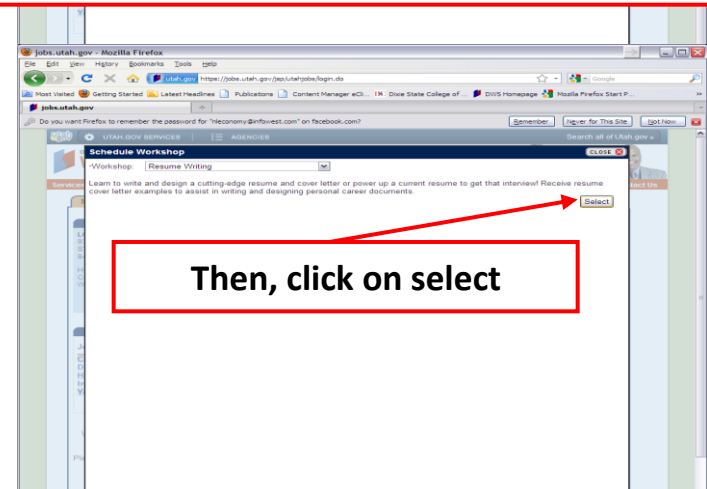
Login or Register to your Job Seeker Account



Click on Schedule a Workshop Link



Click on Workshop title you would like to register to attend



Then, click on select

